

Fachschaftsrahmenordnung (FSRaO)

General Regulations for the Student Councils of the Student Body of Ostfalia University of Applied Sciences (version of 28.09.2022)

1. Section Scope of Application

§ 1 Scope of Validity

These General Regulations for the Student Councils (FSRaO) supplement the Constitution of the Student Body and regulate in detail the affairs of the student councils ("Fachschaften"). The FSRaO may only be adopted and amended by the Student Parliament.

2. Section Fundamentals

§ 2 Basis

(1) The basis for these General Regulations for the Student Councils is the Constitution as well as the Electoral Regulations and the Financial Regulations of the Student Body in their currently valid versions. For meetings of the student council ("Fachschaftsrat") the Rules of Procedure of the Student Parliament of Ostfalia apply analogously, unless these General Regulations for the Student Councils provide otherwise.

(2) For the General Assembly of the Student Council (FVV) Chapter IV § 17 of the Constitution of the Student Body applies, unless these General Regulations for the Student Councils provide otherwise.

§ 3 Use of Funds

Motions concerning the use of funds from the assets of the student council are adopted by simple majority.

§ 4 Rules of Procedure of the Student Councils

Within the framework of the Constitution, the Electoral Regulations, the Financial Regulations of the Student Body and these General Regulations for the Student Councils, each student council may, in accordance with § 18 para. 4 of the Constitution of the Student Body, adopt its own rules of procedure, which may not contradict the above-mentioned regulations. These rules and any amendments thereto are adopted by the student council with a two-thirds majority of voting members and require approval by the Student Parliament.

§ 5 Amendment of the General Regulations for the Student Councils

An amendment to these General Regulations for the Student Councils requires a two-thirds majority of the voting members of the Student Parliament present.

Fachschaftsrahmenordnung (FSRaO)

3. Section Duties of the Student Councils

§ 6 Office Hours

The elected student councils must ensure that at least one member is present in the student council office during the committee block (Wednesdays, third block) and is available to respond to enquiries from students. In exceptional cases, a fixed appointment deviating from the committee block may be used as office hours. However, this must be made publicly known and must take place at a time that is reasonable for students.

§ 7 E-mails

The student councils may send mass e-mails only within their own faculty. If an e-mail is to go beyond the student council, it must be approved by a member of the AStA executive board.

§ 8 Student Council (FaRa) Meetings

(1) The student councils may hold meetings. Meetings are open to the members of the student council ("fachschaftsöffentlich"), meaning that participants may be members of the student council and students of the respective student council.

(2) FaRa meetings are convened by at least two members of the student council. They must be announced at least five working days in advance by notice or e-mail.

(3) A result protocol including a list of participants must be drawn up for each FaRa meeting and must be made publicly available within the student council.

§ 9 Duty to Keep Minutes

It is sufficient that handwritten minutes (notes protocol) are taken of FaRa meetings. These are approved at the next regular meeting and must be available for inspection at the student council (minute book).

4. Section Entry into Force

§ 10 Date of Entry into Force

These General Regulations for the Student Councils enter into force, following a resolution by the Student Parliament, on the day after their official publication within the university.